

QUALITY COORDINATOR

Desert Senita Community Healthcare is seeking a Quality Coordinator to join our team. Desert Senita Community Healthcare is a Federally Qualified Community Health Center (FQHC), with 2 sites in Ajo and Arizona City.

PURPOSE

The Quality Coordinator is a non-supervisory role under the direction of the Director of Quality and Process Improvement and will provide on-site support collecting and transforming data into usable information. The QC will help to drive operational excellence through data-driven insights through reporting to empower informed decision making and continuous improvement across the organization.

ESSENTIAL FUNCTIONS

- Collaborate with cross functional teams to collect, organize, and structure data from various sources.
- Collection, analysis, and write up of Quality Improvement project deliverables.
- Utilize statistical techniques to identify trends, patterns, and anomalies in healthcare data, enabling proactive intervention and process optimization.
- Develop, implement, and maintain data-driven quality measurement tools, dashboards and reports to inform stakeholders.
- Assist with the development and implementation of Quality projects and PDSA cycles.
- Contribute to the development of expert knowledge on quality improvement frameworks under the guidance of the Director of Quality and Process Improvement.
- Identify and report performance gaps and possible areas of improvement from report data.
- Collaborate and deliver ongoing performance reports and review with leadership to identify any gaps in care or areas of process improvement related to the healthcare centers initiatives.
- Assist in the design and implementation of training related to data collection, quality standards, and best practices.
- Coordinates quality improvement meetings in collaboration with the Director of Quality and Process Improvement.
- Provide support to the organization for any data related needs.
- Duties as otherwise assigned.

MINIMUM QUALIFICATIONS

- Associate degree in data analytics, business administration, or related field (Bachelor's degree preferred)
- Previous healthcare experience
- Proficient in Microsoft Office products (Word, PowerPoint, and Excel)
- Knowledge of:

- Practice Transformation
- Quality Improvement methodologies (PDSA, Lean Six Sigma)
- Ambulatory Care
- Quality and Efficiency metrics (UDS, RAF, HEDIS, NCQA PCMH)
- EMRs
- Strong data and math skills and a talent for working with numbers and inputting data for reporting.
- Excellent critical thinking skills and ability to communicate effectively with leadership.

WORKING CONDITIONS/PHYSICAL REQUIREMENTS

- Air-conditioned office. Considerable work on desktop computer, frequent interruptions in routine. Light lifting, considerable standing, and walking.

As a condition of employment, DSCHC employees are required to qualify for an Arizona Level One Fingerprint Clearance Card

To apply, complete and submit our online application and upload your cover letter and resume:
www.desertsenita.org/join-our-team

For questions, please contact HR at HR@desertsenita.org.

This is a general description of the kinds of duties and responsibilities that are performed by employees who have this title. It shall not be construed as an all-inclusive determination of the specific duties and responsibilities of any particular position. It is not intended in any way to limit the right of any supervisor to assign, direct and control the work of employees under his/her supervision.

In any organization or job, changes take place over time. Although an effort will be made to keep job-related information current, this is not an all-inclusive list of job responsibilities. Ajo Community Health Center, d.b.a. Desert Senita Community Health Center reserves the right to revise or change job duties and responsibilities as the business need arises. In compliance with EEOC 29 CFR part 1630, if the essential functions of this position cannot be performed in a satisfactory manner by the employee, further accommodations shall be made if it does not constitute undue hardships upon this organization.

Desert Senita Community Health Center (DSCHC) will recruit, hire, train, and promote persons in all job titles without regard to age, color, disability, gender (including gender identity), marital status, national origin, race, religion, sex, sexual orientation, veteran status, or other status protected by applicable law. In addition, all personnel actions such as compensation, promotion, demotion, benefits, transfers, staff reductions, terminations, reinstatement and rehire, company-sponsored training, education and tuition assistance, and social and recreational programs will be administered in accordance with the principles of equal employment opportunity.